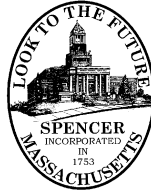


**TOWN OF SPENCER, MASSACHUSETTS**  
**OFFICE OF THE**  
**WATER DEPARTMENT**

DAVID R. O'COIN  
NORMAN C. LETENDRE, JR.  
ROBERT O. FRITZE, JR.

3 OLD MEADOW ROAD  
SPENCER, MA. 01562



SUPERINTENDENT  
STEVEN J. TYLER, P.E.

TEL. 508-885-7525  
FAX: 508-885-9416  
TTY: 508-885-7525

**Minutes of Meeting held February 3, 2016**

Meeting of the Board of Water Commissioners held at the Water Department, 3 Old Meadow Road, Spencer, MA. All maps, diagrams, letters and notices are on file at the Utilities and Facilities Office.

Members present: Norman Letendre, Jr.  
Robert Fritze, Jr.

Staff present: Steven Tyler, Superintendent  
Gregory Karpowicz, Chief Water Operator  
Carol Dearborn, Sr. Clerk

Meeting was called to order at 5:10 PM

Read and accepted minutes for January 6, 2016

Reviewed invoices & signed vouchers

Signed Monthly Commitment

**FY Water Budget:** No changes to budget except labor rates. There is not enough money in the budget to replace all current priorities of water main. Long View Drive (private road) on water distribution system is in need of new main water pipe replacement. Owners are looking to do a road betterment and were told that the water department would consider replacing the mainline if the private road owners completed the necessary survey and legal work to give ownership and easements to maintain/repair/replace the water main. Presently the private road owners are not being cooperative in taking care of the costs associated with survey and legal fees. The Water Department cannot and will not do work on this private road and privately owned water main. Upcoming water projects projected for FY17 include Early St and Maple St South. If MassDOT does the Route 31 South project the Maple Street project will take priority over other projects. Will estimate costs from past projects and will need budget increase for police details.

**Update to Water Terminations:** Termination letters for two quarters will be mailed on or about the 18<sup>th</sup> of February and water shut-offs will be March 21<sup>st</sup> through March 28<sup>th</sup>, 2016.

**70 Maple Street:** Water Commissioners review of email requesting a payment agreement for past due bills. After a review of past water bills, payments, and current balance due, Norman motioned, Robert seconded, no payment agreement granted. Balance of outstanding balance and current bill to be paid in full or service to be shut-off with upcoming water terminations.

Public Meeting Adjourned at 5:50 PM, motion by Norman, seconded by Robert.